



Federal Aviation Administration

Memorandum

JUL 18 2008

Regional Airports Division Managers

Benito De Leon

Benito DeLeon, Director, Office of Airport Planning and Programming,
APP-1

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Division, APP-400

Subject: **ACTION:** Implementing Guidance for Regional
Environmental Management Systems

Implementing Guidance for Regional Environmental Management Systems (EMSs)

1. Purpose and Background

Executive Order (EO) 13423, *Strengthening Federal Environmental, Energy, and Transportation Management*, requires that federal agencies use EMS as the primary method of improving interaction between ongoing agency activities and the environment. Following issuance of the EO, DOT, FAA, and ARP published EMS orders and policy statements.¹ To ensure compliance with these executive, departmental, and agency requirements, ARP's Business Plan calls for EMS implementation in every region before the end of FY 2008.

The purpose of this memorandum is to provide the information necessary to implement all Regional EMSs during this FY. It includes an EMS overview, discussion of APP and regional responsibilities, template documents for each system, and additional resources for Regional EMS Coordinators.

2. Environmental Management System Overview

An EMS is a set of processes intended to identify, monitor, and reduce the environmental impacts of an organization's current activities. It benefits organizations by offering a systematic approach for assessing ongoing activities, increasing environmental awareness, and complying with Federal, State, and local regulations. If properly maintained, EMSs can also provide the organizational forum for development of innovative business practices that reduce environmental impacts and operating costs simultaneously.

¹ DOT Order 5641.1A (December 18, 2003), FAA Order 1050.21 (August 10, 2007), and ARP-1 Memorandum, "ARP policy on Environmental Management Systems (November 22, 2005)," respectively.

2.1. The EMS Process. An EMS is organized into a 4 step, cyclical process. The steps are commonly referred to as the “Plan, Do, Check, Act” model:

1. **Plan:** Organizations obtain commitment from leadership to implement an EMS and improve environmental performance. This involves identifying activities that interact with the environment. These activities are known as “environmental aspects.”

After environmental aspects are identified, “environmental management programs” (EMPs) are developed. EMPs describe all significant (or major) environmental aspects of a program or activity. They also include “objectives and targets” for improving performance. An objective is any positive measure that can improve interaction between a particular activity and the environment. Targets are goals an organization establishes to achieve each objective.

2. **Do:** Organizations work to achieve the objectives and targets in their EMPs.

3. **Check:** Organizations review the effectiveness of their EMPs. They also determine if objectives and targets have been met.

4. **Act:** Organizations develop improvements for all aspects of the system.

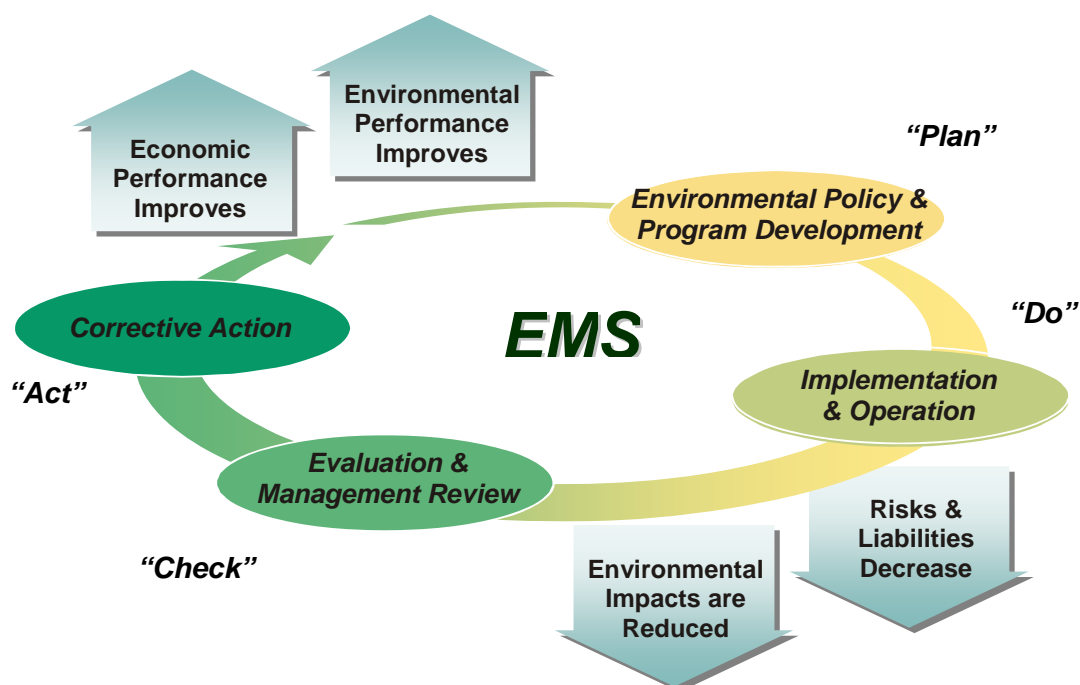


Figure 1: Overview of the EMS Process

On September 27, 2007, APP issued an Advisory Circular (AC) that contains detailed information on EMS eligibility under the Airport Improvement Program.² Though geared

² AC 150/5050-8, “Environmental Management Systems for Airport Sponsors.”

towards airport sponsors, this circular is a useful resource for personnel requiring additional information about EMS. A copy of the AC is available on the Airports website.³

2.2. Roles and Responsibilities for EMS Implementation:

2.2.1. APP-400. APP-400 is responsible for ARP EMS oversight. In addition to publishing guidance, overseeing system audits, and supporting regional contacts, APP-400 will provide training opportunities to all Airports Division EMS Coordinators. Additional information about upcoming training is provided in Paragraph 4.2.

2.2.2. Regions. Division officials develop, approve, and monitor their systems. They are also responsible for identifying a regional EMS coordinator (or coordinators) responsible for system development and maintenance. Elements of a division system will be discussed in the next paragraph.

3. **Airport's Enterprise EMS**

All headquarters and regional systems are part of ARP's *Enterprise EMS*. The enterprise approach includes several shared elements that could be applied to any regional system. These include identical implementation procedures and auditing processes, common environmental aspects, and template documents. Variances include any local regulations and objectives identified by regional officials.

As stated in AC 150/5050-8, several steps must be completed before an EMS is implemented. To streamline the process and reduce the amount of work needed to implement your system, APP-400 began a pilot project with Great Lakes and Southwest Regions in 2006. During the project we produced template documents that could be applied to any regional system. These templates should be all your division requires to implement its initial EMS. Additional objectives, targets, and management programs are encouraged if the time required to develop them does not jeopardize timely approval of the initial system during this FY. Any elements that jeopardize timely approval can be added later.

Following is a description of each template:

3.1. Division EMS Implementation Memorandum (Appendix A). This memorandum documents official approval of the EMS and its associated objectives, targets, and programs. It also incorporates each official EMS document as enclosures. This memorandum should be signed by the Airports Division Manager.

Once signed, this memorandum should be routed to APP-400 for posting on the FAA intranet site. Additional information about the site is provided in Paragraph 4.2

3.2. List of Significant Environmental Aspects (Appendix B). As stated in Paragraph 2.1, an environmental aspect is any activity or operation that interacts with the environment. This

³ http://www.faa.gov/airports_airtraffic/airports/resources/advisory_circulars/media/150-5050-8/150_5050_8.doc

list should include all division operations that could have a significant (major) effect on the environment.

3.3. Objectives and Targets for Significant Environmental Aspects (Appendix C). This enclosure lists typical objectives and targets for improving each significant environmental aspect.

3.4. Template Environmental Management Programs (EMPs, Appendices D-G). The EMS pilot project resulted in 4 EMPs. Each is enclosed for review and editing. The EMPs should be signed by the officials responsible for each program.

4. Additional Resources for Division EMS Coordinators

4.1. ARP EMS Regulations and Guidance. Copies of all the regulations and guidance mentioned in this memorandum are available on the Airports public website.

4.2. The ARP EMS Repository. An EMS repository is being added to the FAA Intranet. It will contain editable copies of each template. In addition, as discussed in Paragraph 3.1, read-only copies of each regional system will be uploaded after they are approved and forwarded to APP-400.

4.3. EMS Training for Division Coordinators. APP-400 will be sponsoring a 2-day training event for all Division EMS Coordinators during August 2008. It will feature instruction in EMS development and auditing procedures, and in-progress reviews of each regional system. Additional information will be provided shortly.

Appendix A

Template EMS Implementation Memorandum



Federal Aviation Administration

Memorandum

Date:

From: <Name of Airports Division Manager>

Subject: ACTION: [Period of Implementation*] Environmental Management System

In accordance with the requirements of Executive Order 13143, Department of Transportation Order 5641.1A, and FAA Order 1050.21, an Airports Division EMS for the <Name of Region> is hereby implemented during <Implementation Period>. This EMS shall be the primary management approach for environmental risk assessment of current operations. Through implementation of this system, we strive to continually improve the ways in which our business practices interact with the environment.

All documentation necessary to implement the EMS is enclosed. Following is a description of the enclosed documents:

1. <Name of Region> List of Significant Environmental Aspects. Environmental aspects are any operations or activities that interact with the environment. This list is a reflection of those operations which have a significant (or major) influence on environmental conditions.
2. EMS Environmental Management Programs (EMPs). To improve the interaction of our significant environmental aspects, <Number of EMPs> have been approved. Each EMP establishes objectives and targets for improved performance.
3. List of Applicable Environmental Laws, Regulations, and Guidance. The requirements of these laws and regulations have been integrated into the EMS. As with the other aspects of the system, these requirements will be continually reviewed and updated.

This EMS is an important tool for the evaluation of our activities' interaction with the environment. All personnel are encouraged to become familiar with the enclosed programs, objectives, and targets. For additional information about EMS requirements and awareness, my point of contact is <Airports Division EMS Coordinator Contact Information>.

/SIGNATURE/

<Name and Title of Airport Division Manager>

** The period of implementation can be from FY 2008 – FY 2009 if no major modifications to your business plan or EMPs are anticipated.*

Appendix B

Template List of Significant Aspects

Significant Aspects Determination

SIGNIFICANT ASPECT IDENTIFICATION						
Aspect	Impact	Activities	Legal and Other Requirements	Mission Impact	Environmental Impact	Significant? Yes/No
Air Emissions, Land use, etc. (Special Environmental Program Grants)	Degradation or improvement of air quality, land use, or other	Training and outreach	N	H	L	Y
		Program guidance to applicants	N	H	H	Y
		Review and approve applications	Y	H	H	Y
		Provide funding	Y	H	H	Y
		Monitor progress	N	M	M	N
		Close out grants	Y	H	H	Y
Generation of noise (Part 150/161)	Degradation or improvement of ecological and/or social environment	Write Policy and Standards	Y	H	H	Y
		Apply Eligibility Criteria for grant recipients	Y	H	H	Y
		Oversight of ADOs	Y	H	H	Y
		Oversight of Non-FAA organizations	N	H	M	Y
		Funding	Y	H	H	Y
		Training, Outreach, and Conferences	N	H	M	Y
		Responses to Congressional and Public Inquiries	Y	H	M	Y
		Liaison with state, local, HQ, and other FAA LOBs	Y	H	M	Y
		Approve noise programs and compatibility studies	Y	H	H	Y
Air Emissions/Ecological/Cultural disturbance/noise (NEPA)	Degradation or improvement of ecological systems or cultural resources	Write policy and standards	N	H	H	Y
		Oversight of ADOs	N	H	H	Y
		Oversight of Non-FAA organizations	Y	H	H	Y
		Issuance of grants/funding	Y	H	H	Y
		Training/outreach/conferences	N	H	M	Y
		Liaison with state, local, HQ, and other FAA LOBs	Y	H	H	Y
		Ensure compliance with FAA rules and regs and other environmental requirements	Y	H	H	Y
		Evaluate environmental assessments, Issue FONSI	Y	H	H	Y
		Identify CatExs	Y	H	H	Y
		Issue RODs	Y	H	H	Y
		Responses to Congressional and Public Inquiries	Y	H	L	Y

SIGNIFICANT ASPECT IDENTIFICATION						
Aspect	Impact	Activities	Legal and Other Requirements	Mission Impact	Environmental Impact	Significant? Yes/No
Wildlife Management (Part 139)		Coordination with other Federal, State, and local agencies and Federally recognized tribes	Y	H	H	Y
		Coordination with other FAA organizations	Y	H	L	Y
		Special Purpose Law Coordination	Y	H	H	Y
		Review Wildlife Hazard Management Plans	Y	H	H	Y
		Review Airport Certification Manuals	N	M	M	N
		Review projects and provide guidance on hazardous wildlife attractants and monitor MOU	Y	H	M	Y
		Review plans and apply standards on Landfill AC	Y	H	M	Y
<Additional Significant Aspects (as needed)>						

Appendix C

Template Objectives and Targets for Significant Aspects

EMS OBJECTIVES AND TARGETS FOR SIGNIFICANT ASPECTS

Significant ASPECT	OBJECTIVES	TARGETS	PERFORMANCE INDICATORS
Environmental Program Grants (Air Emissions, Land Use, etc.)	1. Maintain compliance with requirements.	1a. Process grant applications within stated time limits.	1a. % grants responded to in stated time limit.
Part 150/161 (Generation of Noise)	1. Provide AIP funding for noise compatibility projects that benefit an expected population of 100,000 for FY05 – FY10, measured on an annual basis with a rolling average of 20,000 per year.	1a. Annually, by September 15, issue grants that will ensure that people in significant noise impacted areas receive benefits from noise compatibility projects.	Number of people that receive benefits from noise compatibility projects.
NEPA (Air Emissions, Ecological/Cultural Disturbance, Noise)	1. Support environmental processing of airfield improvements at the 35 OEP airports including projects that support Vision 100 environmental streamlining.	1. Monitor and maintain scheduled progress on EISs covered by Vision 100 to ensure timely completion of environmental efforts.	% EIS milestones completed on schedule as developed by the Regional office.
	2. Regions continuously process CatExs and EAs throughout the year to ensure that Airport projects meet the necessary environmental requirements.	2. Timely completion of 90% of environmental findings (EAs and CatExs) as necessary to meet grant funding cycle.	2. % of environmental findings on schedule to be completed successfully
Part 139 (Wildlife Management)	1. Increase airport safety by implementing appropriate wildlife measures	1. Minimize animal encroachment on airport property.	1. % of projects completed to minimize wildlife hazards.
<Additional Significant Aspects (as needed)>			

Appendix D
Template Grant EMP

<Name of Region> Environmental Management System					
ENVIRONMENTAL MANAGEMENT PROGRAM					
1. PROGRAM NAME		SPECIAL ENVIRONMENTAL GRANTS PROGRAM			
2. Significant Environmental Aspect(s): FAA special environmental grants can result in better management of significant environmental aspects that have the potential to cause significant environmental effects.			3. Document Control Code		<Internal Control/Filing Code (if needed)>
			4. Date		<Date of Implementation or Revision>
			5. Program Lead		<Name of Region> <Name of Responsible Office(s)>
6. Objectives and Targets					
Objectives:		Targets:		Performance Indicator(s)[I]/Status[S]:	
1. Maintain compliance with requirements for the processing of special environmental grants.		1a. Process grant applications within the stated time limits.		1a. % of grants processed in the stated time limit.	
7. Reason(s) for Significance					
Legal requirements, FAA mission, and potential environmental impacts.					
8. Potential Environmental/Mission Impacts					
The timely award of <i>special environmental grants</i> can affect the degradation or improvement in air, land use, or other environmental media by the grantees.					
9. Legal and Other Requirements that Apply to ARP for this EMP					
VALE Guidance: DOT/FAA/AR-04/37 Land Use Compatibility guidance: PGL 05-5 EMS guidance (currently being developed) EMS AC: A/C 150-5050-8					
10. Program Description					
In addition to the various environmental laws that apply to the entire Federal government, FAA's current Authorization includes specific environmental measures including provisions for encouraging the use of low emission vehicles (VALE) and compatible land use. Furthermore, FAA has independently determined that development of Environmental Management Systems (EMS) by airports sponsors are eligible for funding under the Airport Improvement Program (AIP) grants program. Special environmental grants are awarded by FAA (APP-500) to airport sponsors and other eligible parties with the intent of minimizing or avoiding specific potential environmental impacts.					
11. Operational Controls					
Activities that bear on the aspect	Control(s)	Responsible Person or Office	Monitoring	Records	Action taken if control fails

Training and outreach	Annual evaluation of needs (See Legal and other requirements above)	Division Manager	Branch Manager	Training Records	Root cause analysis and apply corrective actions
Program guidance to applicants	Frequent communications and dissemination of information (See Legal and other requirements above)	Regional Environmental Specialist	Branch Manager, Planning and Program (or equivalent)	ARP Intranet site and correspondence file	Root cause analysis and apply corrective actions
Review and approve applications	Environmental Specialist Review of Special Program Grants Requirements (See Legal and other requirements above)	Division Manager	Regional Environmental Specialist	Airport Case File	Root cause analysis and apply corrective actions
Provide funding	Environmental Specialist Review (See Legal and other requirements above)	Program Manager	Regional Environmental Specialist or ADO Manager	Airport Case File	Root cause analysis and apply corrective actions

12. Structure, Authorities, and Responsibilities

Targets for this EMP	Tasks and Responsibilities for Meeting Objectives	Resources/funding available
1a. Process grant applications within stated time limits.	1a. Monitor progress to ensure timely completion of each phase of the grant process. (Program Manager)	AIP Grants or PFC Funding

13. Relevant Document(s) Not referenced elsewhere in this EMP

Document Name	Location	Responsible Office
"Vision 100" – Public Law 108-176	http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=108_cong_public_laws&docid=f:publ176.108.pdf	U.S. Congress

14. Competence of persons responsible for the elements of this EMP

Title	Basis for Competence
Environmental Specialist	Part 150 initial training and Recurrent annually
Regional Environmental Specialist	Part 150 initial training and Recurrent annually
Program Manager	Education and Experience
Branch Manager	Education and Experience
Division Manager	Education and Experience
Regional Administrator	Education and Experience

15. EMP Authorization	
Signature:	<Signature of Division Official or POC for Grants>
Name:	<Name of Division Official or POC for Grants>
Date:	<Date of Signature>

Appendix E
Template Noise EMP

<Name of Region> Environmental Management System ENVIRONMENTAL MANAGEMENT PROGRAM		
1. PROGRAM NAME	NOISE MITIGATION REGULATIONS (PARTS 150, 161). NOISE MITIGATION FUNDING ELIGIBILITY CRITERIA AND GUIDANCE	
2. Significant Environmental Aspect(s): The efficient provision of AIP funds for noise compatibility projects can significantly expedite and improve benefits to people in noise-impacted areas.	3. Document Control Code	<Internal Control/Filing Code (if needed)>
	4. Date	<Date of Implementation or Revision>
	5. Program Lead	<Name of Region> <Name of Responsible Office(s)>
6. Objectives and Targets		
Objectives:	Targets:	Performance Indicator(s)[I]/Status[S]:
1. Provide AIP funding for noise compatibility projects that benefit an expected population of 100,000 for FY05 – FY10, measured on an annual basis with a rolling average of 20,000 per year.	1. Annually, by September 15, issue grants that will ensure that people in significant noise impacted areas receive benefits from noise compatibility projects.	1. Number of people that receive benefits from noise compatibility projects.
2. Review and approve or disapprove the Part 150 Program elements and proposals.	2. Comply with time frames established in the ASNA and ANCA.	2. % which meet time frames in the ASNA and ANCA.
7. Reason(s) for Significance		

Part 150:

- (a) FAA is required by Congress through applicable portions of 49 U.S.C. Subtitle VII to issue grants for noise mitigation if airport sponsors conduct noise compatibility planning. [Regulatory]
- (b) Positive significant impact on the nation's noise environment by providing relief from aircraft operational noise through sound attenuation and purchase. [Environment]
- (c) Mitigating noise to a high number of people within the significant noise contour continues to be In FAA's Flight Plan. Strong mitigation efforts will enhance capacity at our Nation's busiest airports. ARP has met the goal for mitigating noise to over 20,000 people in FY 2005. This goal is being tracked in FY 06 by APP-500. [Mission]

Funding and Eligibility Criteria:

- (a) FAA guidance to airport sponsors complying with Part 150 and 161 make sponsors eligible to receive Federal financial assistance to mitigate noise on surrounding communities. [Mission, Environment, Regulatory]

Part 161:

- (a) FAA is required by Congress through applicable portions of 49 U.S.C. Subtitle VII to regulate airport sponsors eligible for Federal financial assistance who may impose an airport noise or access restriction [Regulatory]
- (b) Positive significant impact on the airport system and on the traveling public if airport noise and access restrictions are carefully monitored. No negative impact if a restriction is modified or not permitted (environment remains status quo, and Part 150 addresses residual impacts) [Regulatory, Environment]

8. Potential Environmental/Mission Impacts

Positive benefits for all program objectives. Delegation to the regions of approval of NCPs will improve timing of FAA approvals, making airports eligible for noise mitigation funding sooner. Noise mitigation in general promotes goodwill between airports and communities, both by improving the living environment for people and by improving FAA's ability to protect our Nation's system of airports' capacity.

9. Legal and Other Requirements that Apply to ARP for this EMP

Funding and Eligibility Criteria: 49 U.S.C. Subtitle VII and amendments to transportation/aviation law requiring the FAA/ARP to develop new or revised guidance and regulatory requirements for federal financial assistance.

Part 150 and Funding and Eligibility Criteria: 49 U.S.C. Subtitle VII (47501 et seq. is a recodification of Aviation Safety and Noise Abatement Act of 1979) – noise mitigation funding and noise compatibility planning.

Vision 100, section 160 – noise mitigation funding for a limited number of state and local governments around large and medium hub airports
14 CFR Part 150, Airport Noise and Land Use Compatibility Planning – guidance to airport sponsors on conducting studies and involving the public, on measures to evaluate, and approval criteria to make projects eligible for Federal noise mitigation funding.

Part 161 and Funding and Eligibility Criteria: 49 U.S.C. Subtitle VII (47521 et seq. is a recodification of the Airport Noise and Capacity Act of 1990)
14 CFR Part 161, Airport Noise and Access Restrictions – study requirements and consultation requirements for airports wishing to limit access to their airports. Ensures impacts on the aviation public, as well as benefits to communities around airports, are properly considered in these proposals.

10. Program Description

Ensuring the Nation's airport capacity is not negatively impacted. (Purposes described in 49 U.S.C. 47501 and 47521, and carried out through Parts 150 and 161)

Airport-community compatibility efforts – through noise mitigation studies and funding (Described in 14 CFR Part 150, Airport-Land Use Compatibility

Planning)					
Enhancing the social environment through sound attenuation to reduce interior noise levels, thus reducing sleep and speech disturbances. (Described in Part 150)					
Flying public's right to reasonable access to airports is considered. (Described in 14 CFR Part 161, Notice and Approval of Airport Noise and Access Restrictions)					
11. Operational Controls					
Activities that bear on the aspect	Control(s)	Responsible Person or Office	Monitoring	Records	Action taken if control fails
Write Policy and Standards	Regional guidance on NEPA implementation	Division Manager	Regional Environmental Specialist	Clearance Record	Root cause analysis and apply corrective actions
Apply Eligibility Criteria for grant recipients	Regional guidance on NEPA implementation	Division Manager	Regional Environmental Specialist	Airport Case File	Root cause analysis and apply corrective actions
Oversight of ADOs	Frequent communications and review of issues and projects	Regional Environmental Specialist	Branch Manager, Planning and Program (or equivalent)	Correspondence File	Root cause analysis and apply corrective actions
Oversight of Non-FAA organizations	Frequent communications and review of issues and projects	Regional Environmental Specialist	Branch Manager, Planning and Program (or equivalent)	Correspondence File	Root cause analysis and apply corrective actions
Funding	Environmental Specialist review	Program Manager	Regional Environmental Specialist or ADO Manager	Grant Case File	Root cause analysis and apply corrective actions
Training, Outreach, and Conferences	Annual evaluation of needs	Division Manager	Branch Manager	Training Records	Root cause analysis and apply corrective actions
Responses to Congressional and Public Inquiries	Environmental Specialist or Program Manager Review	Regional Administrator or ARP-1	ARP-10	Correspondence File	Root cause analysis and apply corrective actions
Liaison with state, local, HQ, and other FAA LOBs	Environmental Specialist Review	Branch Manager	APP-400	Correspondence File	Root cause analysis and apply corrective actions
Approve noise programs and compatibility studies	Environmental Specialist Review of Part 150 with NEM and NCP checklist	Division Manager	Regional Environmental Specialist	NEM and NCP checklists and records of approval	Root cause analysis and apply corrective actions

12. Structure, Authorities, and Responsibilities		
Targets for this EMP	Tasks and Responsibilities for Meeting Objectives	Resources/funding available
1. Annually, by September 15, issue grants that will ensure that people in significant noise impacted areas receive benefits from noise compatibility projects.	- Communication with Program Managers - Monitor Capital Improvement Plan - Annual evaluation with airport sponsors - Environmental Specialist is responsible.	AIP Grants or PFC funding
2. Comply with time frames established in the ASNA and ANCA.	Monitor progress to ensure timely completion of each phase of Part 150. (Environmental Specialist responsible)	AIP Grants or PFC funding.
13. Relevant Document(s) Not referenced elsewhere in this EMP		
Document Name	Location	Responsible Office
Part 150 Course Materials – content changes annually; Part 150 course contents available through the FAA Academy, although instructor located in APP-400 can provide a working copy for review.	ARP internet http://www.faa.gov/arp/	APP-400
Grant Assurances for Non-Airport Sponsors Undertaking Noise Compatibility Program Projects.	ARP intranet: http://intranet.faa.gov/arp/Orders/basic150/Intranet150top.htm	APP-500
14. Competence of persons responsible for the elements of this EMP		
Title	Basis for Competence	
Environmental Specialist Regional Environmental Specialist Program Manager Branch Manager Division Manager Regional Administrator	Part 150 initial training and Recurrent annually Part 150 initial training and Recurrent annually Education and Experience Education and Experience Education and Experience Education and Experience	
15. EMP Authorization		
Signature:	< Signature of Division Official or POC for Noise Mitigation >	
Name:	<Name of Division Official or POC for Noise Mitigation >	
Date:	<Date of Signature >	

Appendix F
Template NEPA EMP

<Name of Region> Environmental Management System		
ENVIRONMENTAL MANAGEMENT PROGRAM		
1. PROGRAM NAME	NATIONAL ENVIRONMENTAL POLICY ACT (NEPA) PROGRAM	
2. Significant Environmental Aspect(s): Improving the management of the NEPA process can further prevent or mitigate significant ecological and cultural disturbances (significant environmental aspects) that have the potential to cause significant environmental impacts.	3. Document Control Code	<Internal Control/Filing Code (if needed)>
	4. Date	<Date of Implementation or Revision>
	5. Program Lead	<Name of Region> <Name of Responsible Office(s)>
6. Objectives and Targets		
Objectives:	Targets:	Performance Indicator(s)[I]/Status[S]:
1. Support environmental processing of airfield improvements at the 35 OEP airports including projects that support Vision 100 environmental streamlining.	1. Monitor and maintain scheduled progress on EISs covered by Vision 100 to ensure timely completion of environmental efforts.	1. % EIS milestones completed on schedule as developed by the Regional office.
2. Regions continuously process CatExs and EAs throughout the year to ensure that Airport projects meet the necessary environmental requirements.	2. Timely completion of 90% of environmental findings (EAs and CatExs) as necessary to meet grant funding cycle.	2. % of environmental findings on schedule to be completed successfully
3. Support environmental processing of major airfield improvements that require EIS other than those listed in objective 1.	3. Monitor and maintain scheduled progress on EISs to ensure timely completion of environmental efforts.	3. % EIS milestones completed on schedule as developed by the Regional office.
7. Reason(s) for Significance		
Legal requirements, FAA mission and potential environmental impacts.		
8. Potential Environmental/Mission Impacts		
Potential lawsuits resulting in delays in project implementation and legal costs.		
Potential environmental impacts from failure to implement mitigation measures in NEPA RODs.		
9. Legal and Other Requirements that Apply to ARP for this EMP		
DOT Order 5641.1A , DOT Internal EMS FAA EMS Policy Statement ARP EMS Policy Statement		

National Environmental Policy Act
 Council on Environmental Quality Regulations 40 CFR 1500-1506
 DOT Order 5610.1C, FAA Order 1050.1, FAA Order 5050.4– (DOT and FAA Oversight Environmental Guidance)

Resource-Specific Laws:

49 U.S.C. Subchapter I, section 303.c. (formerly, Section 4(f)) of the DOT Act
 49 U.S.C. Subpart B, Chapter 471, section 47107.(c). (*Environmental Requirements for new airports, new runways, or major runway extensions.*)
 American Indian Religious Freedom Act, 43 CFR Parts 7.32, 7.7
 Anadromous Fish Conservation Act 50 CFR Part 401
 Archaeological and Historic Preservation Act, 36 CFR, Part 68
 Archaeological Resources Protection Act 25 CFR Part 262, 36 CFR Part 79, 43 CFR Part 3 and 7
 Clean Air Act 40 CFR Part 93 (See Subpart B)
 Coastal Barrier Resources Act
 Coastal Zone Management Act 15 CFR Part 930 (See Subparts C and D)
 Comprehensive Environmental Response, Conservation, and Liability Act 40 CFR Part 307 (See Subpart J for more information on various topics addressed for this law.)
 Endangered Species Act, Section 7; 50 CFR Part 14, 402 Part 17 lists species
 Farmland Protection Policy Act 7 CFR Part 657, 658
 Land and Water Conservation Act, section 6(f) 36 CFR Part 59
 Magnuson-Stevens Act 50 CFR Part 600 (See Subpart J for Essential Fish Habitats and Subpart K for Coordination and Consultation.)
 Marine Mammal Protection Act 50 CFR Part 18, 216
 Migratory Bird Treaty Act 50 CFR Part 21
 National American Graves Repatriation Act 40 CFR Part 10, 25 CFR Part 262.8 (When airports occur on Indian reservation land or Federal lands.)
 Resource Conservation and Recovery Act 40 CFR Part 256 (See Subpart E.)
 Safe Drinking Water Act 40 CFR Part 141
 Uniform Relocation and Real Property Acquisition Policy Act 49 CFR Part 49, FAA Order 5100.38B
 Wild and Scenic Rivers Act 36 CFR Part 297

Executive orders:

11991, Protection and Enhancement of Environmental Quality (NEPA)
 11593, Protection and Enhancement of the Cultural Environment
 11990, Protection of Wetlands / DOT Order 5660.1A
 11998 Floodplain Management / DOT Order 5650.2
 12372, Intergovernmental Review of Federal Programs
 12898, Federal Actions to Address Environmental Justice in Minority and Low Income Populations / DOT Order 5610.2
 13007, Indian Sacred Sites
 13045, Protection of Children from Environmental Health Risks and Safety Risks
 13089, Coral Reef Protection
 13112, Invasive Species
 13158, Marine Protection Areas

13148, Greening the Government Through Leadership in Environmental Management 13175, Consultation and Coordination With Indian Tribal Governments / FAA Order 1210.20 13186, Responsibilities of Federal Agencies to Protect Migratory Birds 13274, Environmental Stewardship and Transportation Infrastructure Projects					
10. Program Description					
The Regions provide guidance and assistance to airports in completing NEPA studies documentation and consultation that complies with the National Environmental Policy Act (NEPA) and other Federal environmental laws and regulations related to airport development projects. This entails administering the program for environmental review and approval of airport development proposals, and providing Federal funding for eligible airport development projects.					
11. Operational Controls					
Activities that bear on the aspect	Control(s)	Responsible Person or Office	Monitoring	Records	Action taken if control fails
Write FAA/ARP NEPA policy and standards	Regional guidance on NEPA implementation	Division Manager	Regional Environmental Specialist	Case File	Root cause analysis and apply corrective actions
Oversight of ADOs	Frequent communications and review of issues and projects	Regional Environmental Specialist	Branch Manager, Planning and Program (or equivalent)	Correspondence Records	Root cause analysis and apply corrective actions
Oversight of Non-FAA organizations	Frequent communications and review of issues and projects	Regional Environmental Specialist	Branch Manager, Planning and Program (or equivalent)	Correspondence File	Root cause analysis and apply corrective actions
Issuance of grants/funding	Environmental Specialist review	Program Manager	Regional Environmental Specialist or ADO Manager	Case File	Root cause analysis and apply corrective actions
Training/outreach/conferences	Annual evaluation of needs	Division Manager	Branch Manager	Training records	Root cause analysis and apply corrective actions
Liaison with state, local, HQ, and other FAA LOBs	Frequent communications and review of issues and projects	Environmental Specialist	APP-400	Correspondence File	Root cause analysis and apply corrective actions
Ensure compliance with FAA rules and regs and other environmental requirements	Environmental Specialist Review	Branch Manager	APP-400	Sign-off on final findings in case file	Root cause analysis and apply corrective actions
Evaluate environmental assessments, Issue FONSI's	Environmental Specialist Review	Responsible FAA Official	ADO or Branch Manager	Case File	Root cause analysis and apply corrective actions
Identify CatExs	Environmental Specialist Review	Responsible FAA Official	ADO or Branch Manager	Case File	Root cause analysis and apply corrective actions
Issue RODs	Environmental Specialist Review	Regional Administrator	Relevant LOB Division Manager	Case File	Root cause analysis and apply corrective actions
Responses to	Environmental Specialist or	Regional Administrator or	ARP-10	Correspondence File	Root cause analysis and apply

Congressional and Public Inquiries	Program Manager Review	ARP-1			corrective actions
Coordination with other Federal, State, and local agencies and Federally recognized tribes	Environmental Specialist Review	Branch Manager	APP-400	Correspondence File	Root cause analysis and apply corrective actions
Coordination with other FAA organizations	Environmental Specialist Review	Branch Manager	APP-400	Correspondence File	Root cause analysis and apply corrective actions
Special Purpose Law Coordination	Environmental Specialist Review	Branch Manager	APP-400	Correspondence File	Root cause analysis and apply corrective actions

12. Structure, Authorities, and Responsibilities

Targets for this EMP	Tasks and Responsibilities for Meeting Objectives	Resources/funding available
1. Annually, by September 15, issue grants that will ensure that people in significant noise impacted areas receive benefits from noise compatibility projects.	<ul style="list-style-type: none"> - Communication with Program Managers - Monitor Capital Improvement Plan - Annual evaluation with airport sponsors - Environmental Specialist is responsible. 	AIP Grants or PFC funding
2. Comply with time frames established in the ASNA and ANCA.	Monitor progress to ensure timely completion of each phase of Part 150. (Environmental Specialist responsible)	AIP Grants or PFC funding.

13. Relevant Document(s) Not referenced elsewhere in this EMP

Document Name	Location	Responsible Office
40 CFR 1500-1507, CEQ Handbook	http://www.whitehouse.gov/ceq/index.html	CEQ
Airports Environmental Guidance, FAA Order 5050.4 and FAA Order 1050.1	http://www.faa.gov/arp/environmental/index.cfm	APP-400

14. Competence of persons responsible for the elements of this EMP

Title	Basis for Competence
Environmental Specialist	Education, Training, and Experience
Regional Environmental Specialist	Education, Training, and Experience
Branch Manager or ADO Manager	Education and Experience
Division Manager	Education and Experience
Regional Administrator	Education and Experience

15. EMP Authorization

Signature:	< Signature of Division Official or POC for NEPA Compliance >
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Name:	<Name of Division Official or POC for NEPA Compliance>
Date:	<Date of Signature>

Appendix G
Template Wildlife EMP

<Name of Region> Environmental Management System		
ENVIRONMENTAL MANAGEMENT PROGRAM		
1. PROGRAM NAME	WILDLIFE MANAGEMENT (PART 139)	
2. Significant Environmental Aspect(s): Ecological and cultural disturbance	3. Document Control Code	<Internal Control/Filing Code (if needed)>
	4. Date	<Date of Implementation or Revision>
	5. Program Lead	<Name of Region> <Name of Responsible Office(s)>
6. Objectives and Targets		
Objectives:	Targets:	Performance Indicator(s)[I]/Status[S]:
1. Increase airport safety by implementing appropriate wildlife measures	1. Minimize wildlife encroachment on airport property.	1. % of projects completed to minimize wildlife hazards.
7. Reason(s) for Significance		
Legal requirement, FAA mission and potential environmental impacts.		
8. Potential Environmental/Mission Impacts		
Potential impacts are to wildlife and to FAA mission due to wildlife hazards and aviation air-strikes.		
9. Legal and Other Requirements that Apply to ARP for this EMP		
Hazardous Wildlife Attractants on or near Airports, AC 150/5200-33A, July 27, 2004.		
MOA between the FAA, the U.S. Air Force, the U.S. Army, the U.S. Environmental Protection Agency, the U.S. Fish and Wildlife Service, and the U.S. Department of Agriculture to address aircraft-wildlife strikes		
MOU between the DOT, FAA, and the USDA, Animal and Plant Health Inspection Service, Wildlife Services.		
Wildlife Hazard Management, 14 CFR Part 139		
Reporting Wildlife Aircraft Strikes, AC 150/5200-32A, December 22, 2004		
Hazardous Wildlife Attractants on or near Airports, AC 150/5200-33, May 1, 1997		
10. Program Description		
The presence of wildlife on and near airports creates a hazard to operating aircraft and to the wildlife. It is estimated that 75 percent of all civil aviation air-strikes occur near airports. Wildlife strikes, mainly from birds, cause severe damage to operating aircraft and in some cases lead to loss of life. In recent		

years due to increase in passenger traffic, the introduction of much quieter engines on newer planes and a large increase in wildlife population, the probability of wildlife strikes has increased dramatically.

The FAA is undertaking an aggressive wildlife management program, including research. The goal of the program is to mitigate wildlife strikes with aircraft by providing practical solutions as well as real-time critical information to pilots and airport managers. This is an effort that requires research, collection and reporting of data and information, as well as the implementation of passive and active methods to manage wildlife at airports.

Through the MOA between the FAA, the U.S. Air Force, the U.S. Army, the U.S. Environmental Protection Agency, the U.S. Fish and Wildlife Service, and the U.S. Department of Agriculture to address aircraft-wildlife strikes, the agencies establish procedures necessary to coordinate their missions to more effectively address existing and future environmental conditions contributing to aircraft-wildlife strikes throughout the United States. These efforts are intended to minimize wildlife risks to aviation and human safety, while protecting the Nation's valuable environmental resources.

There is also an MOU between the DOT, FAA, and the USDA, Animal and Plant Health Inspection Service, Wildlife Services. Effective 27 June 2005, this Memorandum of Understanding continues the cooperative relationship between the FAA and Wildlife Services for mitigating wildlife hazards to aviation.

AAS-300 is responsible for the management of this program.

11. Operational Controls

Activities that Bear on the Aspect	Control(s)	Responsible Person or Office	Monitoring	Records	Action taken if control fails
Review Wildlife Hazard Management Plans	Regional Order or Guidance	Safety and Standards Branch	AAS-400	Airport Case File	Root cause analysis and apply corrective actions
Review projects and provide guidance on hazardous wildlife attractants and monitor MOU	Regional MOUs	Safety and Standards Branch and Regional Environmental Specialist	AAS-400	Airport Case File and correspondence	Root cause analysis and apply corrective actions
Review plans and apply standards on Landfill AC	Landfill AC	Safety and Standards Branch	Branch Manager or ADO Manager	Airport Case File	Root cause analysis and apply corrective actions

12. Structure, Authorities, and Responsibilities

Targets for this EMP	Tasks and Responsibilities for Meeting Objectives	Resources/funding available
1. Minimize wildlife encroachment on airport property.	<ul style="list-style-type: none"> - Administer Grants - Review Wildlife Management Plans - Monitor implementation of Wildlife Management Plans 	AIP Grants USDA APHIS USAF BASH US Fish and Wildlife

13. Relevant Document(s) Not referenced elsewhere in this EMP

Document Name	Location	Responsible Office
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14. Competence of persons responsible for the elements of this EMP		
Title	Basis for Competence	
Environmental Specialist	Education, Training, and Experience	
Regional Environmental Specialist	Education, Training, and Experience	
Safety Standards Branch	Education, Training, Certification, and Experience	
Branch Manager	Education and Experience	
Division Manager	Education and Experience	
Regional Administrator	Education and Experience	
15. EMP Authorization		
Signature:	< Signature of Division Official or POC for Wildlife Management >	
Name:	<Name of Division Official or POC for Wildlife Management >	
Date:	<Date of Signature>	